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**From:** Lane, Jennifer [Lane.Jennifer@epa.gov]  
**Sent:** 5/24/2016 10:29:35 PM  
**To:** Varcoe, Betsy [Varcoe.Betsy@epa.gov]  
**CC:** Thomas, Rebecca [Thomas.Rebecca@epa.gov]; Zinner, Dania [Zinner.Dania@epa.gov]; Cirian, Mike [Cirian.Mike@epa.gov]  
**Subject:** draft schedule for Shaun's trip to Libby  
**Attachments:** ItineraryShaunMcGrathLibby June 2016.docx

Hi Betsy,

Attached is a draft proposed schedule for Shaun's trip to Libby in June. Are you able to take care of his hotel reservations at the Venture Inn or do you need me to do this? I'm guessing they will want a credit card. Also, Rebecca Thomas, Mike Cirian or I will be driving or escorting Shaun to meetings so he won't need a car unless that is his preference.

Jennifer

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